

MONTANA PUBLIC DEFENDER COMMISSION  
**CONTRACT STEERING COMMITTEE MEETING**  
CONFERENCE CALL

Public Location: Helena Regional Office  
139 North Last Chance Gulch, Helena, MT 59601

**September 19, 2016**

**Meeting Agenda**

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| 10:00 a.m. | 1. Call to Order  |
| 10:05 a.m. | 2. Approve Minutes of July 18, 2014 meeting ( <b>*Action Item</b> )   |
| 10:10 a.m. | 3. Appoint Committee Chair  |
| 10:15 a.m. | 4. MOUs <ul style="list-style-type: none"><li>a. Potential changes to provisions in current MOUs.</li><li>b. New MOUs for transcriptionists, administrative support, and expert witnesses</li></ul>                 |
| 10:30 a.m. | 5. Fee Schedules <ul style="list-style-type: none"><li>a. Contract attorney, mental health provider and investigator rates</li><li>b. Fee schedule for transcriptionists and administrative support staff</li></ul> |
| 10:50 a.m. | 6. CRM Update <ul style="list-style-type: none"><li>a. Online billing</li><li>b. Pre-approvals</li><li>c. Case compensation limits</li></ul>  |
| 11:10 a.m. | 7. Policy Revisions <ul style="list-style-type: none"><li>a. Billing policy</li><li>b. Pre-approvals</li></ul>  |
| 11:25 a.m. | 8. Contracts for Renewal <ul style="list-style-type: none"><li>a. Mental Health Coordinator</li><li>b. Case Management Software</li></ul>   |
| 11:35 a.m. | 9. Contractor Issues Update   |
| 11:45 a.m. | 10. Public Comment  |
| 12:00 p.m. | 11. Adjourn   |

*Note: This committee is comprised of the following individuals: Bonnie Olson and Brian Gallik*